



MIDWEST RESEARCH INSTITUTE

425 Volker Boulevard
Kansas City, Missouri 64110
Telephone (816) 561-0202

Charles N. Kimball
Chairman
Board of Trustees

August 26, 1975

Mr. Laurence Sickman
Director
The Nelson Gallery-Atkins Museum
4525 Oak Street
Kansas City, Missouri 64111

Dear Larry:

My belated acknowledgement of your thoughtful letter of August 15 leads me to suggest, that while you might have derived some advice and counsel from your "high level advisory group," nonetheless, the attraction of the Chinese Exhibition here and its masterful presentation was due singularly to you and Marc and a few others on your staff.

I do acknowledge, however, your expression of appreciation for whatever help I could provide, particularly in the air transport area.

All in all, there was clearly much unusual cooperation among many outfits in town, public and private, which is what helps to make Kansas City "so liveable".

It would be a good idea, Larry, to assemble your "advisors" in the Fall, some afternoon at 4:00 p.m., to provide a final report.

All the best,

Charlie

CNK/ml

Parking & Transportation

20th June, 1975

Robert Kipp, Esq.,
City Manager,
29th Floor, City Hall,
Kansas City, Missouri 64106

Dear Mr. Kipp,

Frankly, we all looked forward to the Exhibition of Archaeological Finds of the People's Republic of China with a certain amount of trepidation. We had learned from the Exhibition in Washington the vast number of details involved and the heavy responsibility assumed by the Gallery and the city.

The attendance of over 270,000 surpassed our most optimistic expectations and without being self-congratulatory, we feel the Exhibition was an unqualified success. A great part of this, of course, is thanks to the invaluable assistance we received from the city in innumerable ways. In particular we are grateful to Robert L. Herchert for his advice and assistance. Also we would like to express our gratitude to Messrs. Delbert Karmeier, Frank Spink, Jr., Dennis E. Lambert, Tom Reno, and James Lee for their contribution to Parking and Transportation, Fire Prevention, Public Works, Parks and Recreation and the Department of Health, and of course, the invaluable support of the Police Department.

Over the weeks we have received an extraordinarily heavy mail from people expressing their pleasure in the Exhibition and their appreciation of the services. But in a way most important of all, is the enthusiasm for Kansas City expressed by a large proportion of our out-of-town visitors, particularly groups who had chartered planes and buses from other states, many of whom had not been in Kansas City before. The city impressed them deeply with its attractive appearance, the number and especially the beauty of its parks, and many mentioned the splendid accommodations of the hotel facilities. I sincerely believe that Kansas City has enjoyed a most favorable national and international exposure, and will be long remembered by our visitors.

The Trustees and staff join me in thanking you and your associates who have been most helpful, for your cooperation and concern.

Cordially yours,

Laurence Sickman
Director

LS:jf

Security

18th June, 1975

Chief Joseph McNamara,
Office of the Chief of Police,
1125 Locust, K
Kansas City, Missouri 6410 6

Dear Chief McNamara,

The hundreds of objects in the Exhibition of Archaeological Finds of the People's Republic of China have now been successfully packed and safely shipped. As I am sure you are aware, the Exhibition was an unqualified success, and attendance far exceeded our most optimistic expectations. I hold the strong conviction that the entire project could not have been successfully carried through in Kansas City without the invaluable assistance and contribution of the Police Department.

Beginning with the overall security plans drawn up by Captain Fletcher and his assistants, I doubt we could have satisfied the Liaison Mission of the People's Republic of China in Washington of the safety of entrusting this invaluable collection to our hands.

We wish especially to commend Major Fred Guenther, Capt. Richard Fletcher, Sgt. John McLaury, and Officers Jon Perry and Richard Healzer for their untiring efforts to maintain the security an international exhibition of this kind, with its governmental overtones, demands.

You may be sure the Trustees and all of the staff here realize the enormous contribution of your Department in personnel and equipment, far beyond the resources allowed us in our budget. I earnestly hope that our whole community realizes the invaluable services which you and your associates have rendered for Kansas City.

And finally, we and our Chinese colleagues were deeply impressed by the faultless security measures that accompanied the arrival and departure of the Exhibition between the Gallery and the airport.

The Trustees and the staff join me in expressing our deep and lasting gratitude.

Sincerely yours,

Laurence Sickman
Director

LS:jf

cc: Mr. Ilus Davis

18th June, 1975

Major Francis Tye,
Police Department Headquarters,
1125 Locust,
Kansas City, Missouri 64106

C Dear Major Tye,

In the planning stages for the Exhibition of the Archaeological Finds of the People's Republic of China, one of our major concerns, of course, was that of traffic and parking facilities for the numbers of visitors we anticipated. As it turned out, over 270,000 visitors far exceeded our expectations.

O That in one way or another they found parking facilities is thanks entirely to the invaluable advice and practical measures contributed by you and Captain Lograsso. It will be a very long time, I believe, before again we see the Gallery so completely ringed with cars.

P Your planning and readjustment of parking areas and one way streets was all that made this feasible and possible.

Y We have received innumerable letters from the public commenting on the facilities supplied, and I sincerely hope that you and your associates share our gratification at the success of the Exhibition. You may be sure we all realize that the rearrangement you made in parking regulations was not easy, but it contributed immeasurably to the convenience of our visitors and the overall success of the Exhibition.

The Trustees and staff join me in expressing our deep gratitude to you, Capt. Lograsso, and other of your associates.

With all good wishes.

Sincerely yours,

Laurence Sickman
Director

LS:jf

cc: Ilus Davis

Parking Traffic

Fire presentation

MEMORANDUM

April 1, 1975

To: L. Sickman/D. Fletcher/S. Songer/T. Coe/M. Wilson
From: R. Martin *RM*
Subject: Fire Guards

A meeting was held this date with members of the Kansas City Fire Department and of the City Manager's Office. Present were Bob Herchert, Director of Administration, D. E. Lambert, Assistant to the City Manager, Frank H. Spink, Jr., Director of Fire, and V. R. Luster, Chief Inspector, Fire Prevention Division.

Mr. Spink and Chief Luster indicated that the question of smoke control in the exhibition spaces is of special concern. The potential for actual fire is at a low level. They made specific reference to the number of electrical fixtures in the exhibition and the danger that could present itself, in the form of smoke, were an electrical fire to break out.

To help preclude this potential danger, fire officials are asking for the hiring of three fire guards. These would be off-duty firemen or specially trained personnel assigned to fire prevention duties.

Attached is a copy of the section of the fire code relating to this situation. Also attached is the Fire Department's cost estimate on the hiring of these guards.

We discussed the possibility of assigning these three fire guards to other responsibilities relating to exhibition security. Capt. Fletcher should call Chief Luster (274-1478 or 421-6244) to discuss this possibility.

(b) In educational occupancies fire drills shall include complete evacuation of all persons from the building. In institutional occupancies fire drills shall be conducted to familiarize operating personnel with their appointed position of emergency duties; complete evacuation of occupants from the building at the time of a fire drill shall be required only if it is practical and does not involve moving or disturbing persons under medical care.

(c) All exit doors shall open outward and shall be kept unlocked while said buildings are occupied.

Sec. 14.426. Marking and lighting of exits.

All exits in places of assembly shall be marked and lighted in accordance with sections 14.146 and 14.147.

X Sec. 14.427. Assignment of firemen as fire guards.

The Director of the Fire Department shall assign members of the Fire Department to any public gathering such as circuses, carnivals, exhibitions, shows, dances, banquets, etc., whenever he deems it necessary for the protection of the public from the dangers of fire. Such members of the Fire Department shall have access to all parts of the building, tent, or premises involved, for the purpose of enforcing all laws and ordinances relating to the protection of the public or persons in attendance.

Overcrowding, blocked aisles, locked exit doors, presence of unnecessary combustible material, flammable liquids, unsafe fire acts, etc., that could cause fire or create panic during the gathering shall be deemed violations of this section of the Fire Prevention Code.

When on duty firemen are not available, off duty firemen shall be used and the person in charge of the assembly shall reimburse the city, at the regular hourly rate of pay, for the firemen provided.

Sec. 14.428. Tents for assembly to conform to recognized good practice.

The design, construction, flameproofing, location, maintenance, and use of tents for assembly shall be in accordance with nationally recognized good practice and with sections 5.82 to 5.86 of the Code of General Ordinances of Kansas City, Missouri.

**DIVISION 23. FIRE SAFETY REQUIREMENTS FOR
CONVALESCENT HOMES, BOARDING HOMES FOR THE AGED,
CHILDREN'S NURSERIES AND SIMILAR OCCUPANCIES**

Sec. 14.429. Scope.

(a) The following requirements shall include all existing convalescent homes, boarding homes for the aged and children's nurseries caring for more than four persons who because age, mental or physical condition limits their ability to care for themselves in case of an emergency.

(b) Similar apartments or similar to the occupancy.

(c) Any exit 14.429(a) shall City, Missouri.

(d) All con defined in sec the Building struction type sprinkler syst Fire Departn central station

(e) All occ by a complet receipt of no

Sec. 14.430.

Where aut of these sta water flow spaces such Prevention off without

Sec. 14.431.

Fire dete installed, al Prevention

Sec. 14.432.

Approved located tha point to re be provided Extinguish annually unit and tl

Ses. 14.433

All auto shall be immediat often eno the doors



Inter-Departmental Communication

DATE March 26, 1975

TO Frank H. Spink, Jr., Director of Fire

FROM Veodist R. Luster, Chief Fire Prevention Inspector

SUBJECT Total Approximate Cost of Volunteer Fire Guard

Sir:

Please find enclosed, in part, the information required by you after our conversation with Mr. R. L. Herchert, of the City Manager's Office and pertaining to the Chinese Archaeological Exhibit at the Nelson Art Gallery:



City of Kansas City, Missouri

Fire Department

Fire Prevention Division

V. R. Luster

Chief Inspector
(816) 274-1478 421-6244

22nd Floor, City Hall
Kansas City, Missouri 64106

Sunday-April 20, through Sunday-June 8

WK. DAYS	No WK DA	TOT #of P/D HRS	P/W DAY TIME	P/D P/W HRS	3 FF P/W P/HR	3 FAO P/HR P/W	2 P/W FF 1 FAO	2 P/W FAO 1 FF
Sunday	8	32	1400 1800	4	55.99	58.76	56.92	57.84
Monday	7	49	1000-1700	7	97.99	137.12	99.61	101.22
Tuesday	7	77	1000-2100	11	153.85	161.60	156.53	159.01
Wednesday	7	49	1000-1700	7	97.99	137.12	99.61	101.22
Thursday	6	42	1000-1700	7	97.99	137.12	99.61	101.22
Friday	6	66	1000-2100	11	153.85	161.60	156.53	159.01
Saturday	6	42	1000-1700	7	97.99	137.12	99.61	101.22
TOTAL	47	357		54	755.65	930.44	768.42	780.74
Total for entire Show in Comb.					\$2,289.62	\$2,819.23	\$2,328.31	\$2,365.64
Entire Show					47 Days	47 Days	47 Days	47 Days

The above represents the estimated amount of the Fire Guard in combination of four amounts for the Firefighter and Fire Apparatus Operator, from April 20 through June 8.

Fire precautions-

MEMORANDUM

April 1, 1975

To: L. Sickman/D. Fletcher/S. Songer/T. Coe/M. Wilson/
R. Taggart

From: R. Martin *R/M*

Subject: Portable Fire Extinguishers

The attached City of Kansas City memorandum indicates the minimum number of portable fire extinguishers required in the exhibition. These will need to be procured at gallery expense.

Please note the final paragraph relating to "red arrows."

BH



Inter-Departmental Communication

March 31, 1975

TO

Frank H. Spink, Jr., Director of Fire

MAR 31 1975

FROM

Veodist R. Luster, Chief Fire Prevention Inspector

AGER'S

JE SUBJECT

Needed portable extinguishing equipment

Regarding the extinguishing equipment needed in the labyrinth and according to NFPA #10 (Portable Fire Extinguishers), a fire extinguisher (10 pound ABC) will be install so the travel will not be greater than 50 feet. Since the labyrinth is going to have a security guard stationed at intervals of 50 feet, this can easily be accomplished with 14 fire extinguishers. However, I find the same purpose can be accomplished with 7 fire extinguishers by placing them at every second guard post.

Example: 000 | 000 | 000 | 000 | 00
 | | | | | | | |

In the foregoing described manner, the purpose of proper spacing will be accomplished.

I would like to request that the exposed exterior of the labyrinth be marked with a red arrow where direct access can be attained from the exterior to the interior labyrinth passageway.

Veodist R. Luster, Chief
Fire Prevention Division

VRL/mkh

24th March, 1975

Donald Hall, Esq.,
Hallmark Cards,
Crown Center,
Kansas City, Missouri 64108

Dear Don,

In all the complexities attendant on mounting the Chinese Exhibition, the advice and support of our Advisory Committee has been invaluable.

Although much has been accomplished, we would be grateful if you could meet with us again so that we might report to you and again profit by your experience.

We are inviting you, then, for the second meeting of the Advisory Committee at 4:30 on Wednesday, the 2nd of April, in the Crowell Room on the ground floor. We very much hope you can be with us.

Sincerely yours,

Laurence Sickman
Director

LS:jf

Same letter to: Dr. Chas Kimball
Dr. James Olson
Miller Nichols
Morton Sosland
Paul Miner
William Kemper
Robert Gaynor
Ilus Davis
George Powell, Sr.
Mayor Chas Wheeler
R. Crosby Kemper, Jr.
Barret Heddens
James M. Kemper
Richard Berkley
Dr. Robert Hodge

No

No

(See yellow copies)

OFFICE OF
HERMAN ROBERT SUTHERLAND
4000 MAIN STREET
KANSAS CITY, MISSOURI 64111

UNIVERSITY TRUSTEES
THE WILLIAM ROCKHILL NELSON TRUST
KANSAS CITY, MISSOURI

MILTON McGREEVY
MENEFEE D. BLACKWELL
HERMAN ROBERT SUTHERLAND

March 4, 1975

Mr. Laurence Sickman
Mr. Rob Martin
Nelson Gallery of Art
4525 Oak St.
Kansas City, Missouri 64111

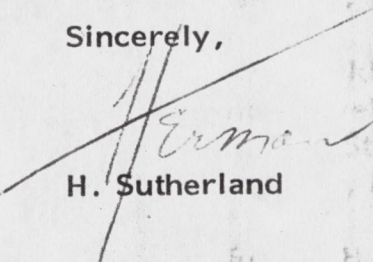
Dear Larry and Rob:

I understand that you are planning to call a meeting of the Advisory Committee for the Chinese Show the later part of next week, sometime around the 13th. As I will be gone then, I'm sending you the list of members of the Advisory Committee and their addresses so you can get the letters out to them as soon as possible.

I would urge that you notify them just as quickly as you can. They are busy people and it's hard for them to make appointments when you notify them too shortly before the deadline.

I'm sorry I will be missing the meeting, but I'm quite sure it is time to have a meeting with these gentlemen.

Sincerely,



H. Sutherland

HS: cc

Enclosure

3rd March, 1975

Robert L. Herchert, Esq.,
Director of Administration,
Office of City Manager,
29th Floor, City Hall,
Kansas City, Missouri 64106

Dear Mr. Herchert,

Mr. Sickman asked me to write and tell you that we are happy to learn that your office is being so helpful.

We have reserved the Crowell Conference Room for 3 o'clock on Monday, March 10th, and Mr. Sickman will look forward to meeting with you and other city department members at that time, concerning the Chinese Archaeological Exhibition.

Sincerely yours,

(Mrs. Roy V. Finnell)
Secretary to the Director

P

Y



Office of City Manager

City meeting

Mayor's Office

City of Kansas City, Missouri
Heart of America

29th Floor, City Hall
Kansas City, Missouri 64106

816 274 2474

February 28, 1975

Mr. Laurence Sickman, Director
William Rockhill Nelson Gallery of Art
4525 Oak Street
Kansas City, Missouri 64111

Dear Mr. Sickman:

City Manager Robert Kipp has asked me to assist him in providing coordination of the city services which will be provided in support of the Chinese Archeological Exhibit at the Gallery. In this regard, we have scheduled a meeting through Capt. Richard Fletcher for 3:00 p.m. on Monday, March 10, in your lower level conference room.

It would be appreciated if you or a representative could attend this meeting of city agencies to inform us of any problems you foresee and to learn what the various city departments are doing in support of the Exhibit.

Sincerely,

Robert L. Herchert

Robert L. Herchert
Director of Administration

RLH:pm

Mr. Sickman

MEETING IN STAFF LOUNGE - 1500 hours, 3/10/75

<u>NAME</u>	<u>AGENCY</u>	<u>PHONE NO.</u>
Leo Lograsso	KCPD	X336
George Z. Eibes	KC Parks & Recr	921-1212
Jerry Darter	KC Parks & Recr	561-6650
Robert P. Carson	Health Dept	X1381
R. M. Biery, M.D.	Health Dept	X1381
Francis L. Tye	KCM Police	842-6525 X266
Veodist R. Luster	KCM Fire Dept	274-1478
R. H. Patterson	KCM Fire Dept	274-1478
R. E. Combs	KCM Fire Dept	471-1818
Sherwood Songer	Supt - Gallery	561-4000 X30
J. D. Perry	KCM Police (Crime Prevention Unit)	842-6525 X245
Richard Healzer	KCM Police (Crime Prevention Unit)	842-6525 X245
Tom Reno	KC Publ. Info	274-2601
Jim Lee	KCM Trans Dept	274-1625
D. Lambert	KCM	274-2222
Robert Herchert	KCM	274-2427
Myron Calkins	KCM Pub Works	274-2364
Fred Guenther	KCM Police Dept	842-6525
Rob Martin	Nelson Gallery	561-4000
Bob Edwards	KCATA	471-6600
Richard Fletcher	KCPD - Nelson Gallery	561-4000 X46
John McLaury	KCPD - Nelson Gallery	561-4000 X46

14th January, 1975

Herman R. Sutherland, Esq.,
Sutherland Lumber Co.,
4000 Main Street,
Kansas City, Missouri 64111

Dear Herman,

I know you will be out of town until Friday.

I want to thank you for the excellent letter you composed for our group of advisors. After consultation with Milton McGreevy I took the liberty of adding the name of Richard Berkley, who among the Council members seems to be most on the side of the angels.

If by chance during your travels you have had time to go over the list of problems and think that it might be appropriate as an agenda for our meeting, could you let me know on Friday, on your return, so that Mrs. Finnell could supply enough copies for those attending the meeting.

Also you may very well have amendations, corrections or other comments which we could incorporate in a new agenda and prepare it in time for the 4 o'clock meeting.

It is very much to be hoped that most of our invited consultants can attend.

Sincerely yours,

Laurence Sickman
Director

LS:jf

first meeting Jan 17th, 1975

C
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P
Y

CAI

NELSON GALLERY - ATKINS MUSEUM
THE EXHIBITION OF ARCHAEOLOGICAL FINDS OF
THE PEOPLE'S REPUBLIC OF CHINA

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OPENINGS

SOCIETY OF FELLOWS,
AND DIGNITARIES
APRIL 19, 1975

FRIENDS OF ART
APRIL 20, 1975

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EXECUTIVE DIRECTOR
THE SOCIETY OF FELLOWS

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PRESIDENT
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REGISTRAR:

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CONSERVATOR:

MR. FORREST BAILEY

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MRS. JAMES MILLER
MRS. TRACY WELTMER

SPECIAL GUESTS OF MR. SICKMAN,
TRUSTEES, AND CURATORS,
FOUR O'CLOCK, CROWELL ROOM

CHAIRMAN, MRS. TRACY WELTMER

VISITING V.I.P.'s

CHAIRMAN, MRS. C. HUMBERT TII

CHINESE CURATORS

CHAIRMAN, MR. MARC WILSON
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THE EXHIBITION OF ARCHAEOLOGICAL FINDS OF
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OPENINGS

SOCIETY OF FELLOWS,
AND DIGNITARIES
APRIL 19, 1975

FRIENDS OF ART

APRIL 20, 1975

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City Advisory Committee

Several weeks ago the Department of State and the Trustees of the Nelson Gallery-Atkins Museum announced that the much celebrated "Exhibition of Archaeological Finds of the People's Republic of China" would be shown at the Gallery from April 20th through June 8th, 1975.

Consisting of nearly four hundred masterpieces of artistic and archaeological treasure, all excavated in China within the last twenty-five years, this exhibition stands as the most complex international art exhibition of the century. For an exhibition of this magnitude and significance to have its final showing in Kansas City, in the face of keen competition of many other cities, is an honor not only for the Gallery but also for Kansas City and its cultural institutions.

With such high honor, however, come commensurate responsibilities. The Gallery welcomes this challenge, but at the same time we find our own capabilities severely strained by the unprecedented complexities surrounding the exhibition. These complexities cannot be met without serious deliberation with a number of people of special experience. We are therefore forming a special advisory committee for the Kansas City showing of the exhibition.

On behalf of the Nelson Gallery-Atkins Museum, I am writing to ask you to serve on this committee and to assume whatever ~~working and~~ advisory obligations the committee in concert might suggest.

I hope we shall have your consent, and I do look forward to working with you on this important event.

Sickman